

FIRE PROTECTION POLICY BOARD

WORK SESSION

October 25, 2006

**General Administration Building
Olympia, WA**

Board Members Present: Sharon Colby, Wayne Wienholz, T.J. Nedrow, Jim Broman, Dean Hosni, Jennifer Gregerson and Bud Hover

Board Members Absent: Wayne Wienholz and Mark Kahley

WSP Staff Present: Ellen Tombleson, Mike Matlick, and Dan Eikum

Guests Present: Chief Bill Walkup, Chief Brian Van Camp

Opening

Chair T.J. Nedrow opened the meeting at approximately 9:15. Chief John Batise was unable to attend the meeting, but forwarded a letter to the Board voicing support of Mike Matlick as the new State Fire Marshal, and thanked the Board for their assistance and participation in the selection process.

Reports

E911 — T.J. advised that he attended the E911 Committee meeting in September and it is his opinion that this committee is very busy and aggressive in their efforts to address issues in the E911 community. He also outlined the responsibilities of the Fire Protection Policy Board, as they relate to interaction and participation with the E911 Committee. T.J. advised that he will continue as the Board's E911 representative, and Jim Broman will act as alternate. Formal action on these liaison positions will be taken at the November meeting. T.J. will keep the Board informed of the activities of the E911 Committee on an on-going basis by forwarding copies of all E911 Committee meeting minutes to the Board.

State Fire Marshal ~

Mike advised that letters were sent out to the major fire service association asking for a representative to participate on a workgroup who will provide recommendations to the Fire Protection Policy Board on how the regional funding should be utilized. Mike anticipates that the first meeting will be held in December, with a goal of providing recommendations to the Board for discussion at their January work session to allow for formal action to be taken at the regular meeting in February.

Mike advised that it is his feeling that the allocation of regional funding is directed by the Fire Protection Policy Board, as long as the legislature continues to provide the funding.

Following discussion, it was agreed that the Regional Councils should also be invited to participate on the stakeholder group. Mike advised that he would have staff prepare and distribute letters to the Regional Councils, inviting their participation.

Mike will follow up with Mike Brown to determine who will be the Washington Fire Chiefs representative on the stakeholder group.

WSP Sergeant Monica Hunter from the Government and Media Relations office provided an overview of the WSP's Public Information Officer process. Sergeant Hunter highlighted the importance of making sure stories are told, developing a good relationship with the media, and interacting with the media on a proactive basis. Following discussion on proactive efforts, it was suggested that a story could be developed from the Mobilization Program (pre-mobe season) that could highlight partnerships at the state, local and federal level, and be used for recruiting efforts, and spreading fire prevention messages.

Mike provided an overview of the Fire Prevention Committee and advised that they are in the process of developing a survey, which will be reviewed at their next meeting (November 8, in Ellensburg), with an anticipated timeline of having the survey out by mid-November.

Mike advised that the Training and Education Committee is working with staff from WSP's Information Technology Division to develop a website with drop down screens that is intended to provide "one-stop-shopping" on all fire service training activities in the state. The Board re-confirmed their support of this project, and the use of \$200,000 from the Basic Firefighter I program to maintain the server and website on a biennial basis.

Mike provided an overview of the Bureau's budget structure and allotment process with historical data from the 99-01, 01-13 and 03-05 bienniums. Following discussion, the Board requested that Bob Maki be invited to the January work session to provide more in-depth information on the budget and allotment process.

Training and Education Committee ~

Chief Brian Van Camp advised that they anticipate having a draft of the website available to present to the Board for their review at the January work session.

The Committee is preparing their 2007 Business Plan and is currently reviewing their meeting schedule, and frequency of meetings.

Chief Van Camp advised that they need two new representatives from the Training Officer's Association to fill vacancies. Following discussion on the process of soliciting representatives, it was agreed that a letter would be prepared on Policy Board letterhead for Chief Van Camp's signature.

State Fire Defense Committee ~

Chief Bill Walkup provided an overview of the Committees current activities, and advised that they are continuing work on finalizing their Business Plan. They plan to finalize the Business Plan at their meeting on November 21, and have Goal 4 (relating to credentialing and certification of Type III Teams in Washington) for review after the 1st of the year.

In discussion on physical and medical qualifications for first responders and medical teams, Chief Walkup advised that line workers are required to pass the PACT test each year, and that there is no physical exam required for office workers.

Chief Walkup advised that the Committee will be addressing the issue of regional realignment at their November 21 meeting, and will also hold their elections for Chair and Vice-Chair positions.

In a report of the 2006 Fire Season, Chief Walkup advised that there were 12 mobilizations, with no serious injuries or fatalities.

Bud Hover raised the issue of a mobilization request from Okanogan County that was denied. In discussion, Dan Eikum provided an overview on the reasons that the request was denied, and provided Bud the names of State Fire Defense Regional Coordinators who can, and should be used as a resource to the local fire authorities during the process of preparing for, and requesting a mobilization declaration.

Dan Eikum also provided an overview of questions asked and issues raised at a town hall meeting in the city of Dayton, regarding the Columbia Complex Fire.

Proposed Haz Mat Program ~

Chief Don Bivins, Vancouver Fire Department, provided an overview of the Statewide Response Program for Chemical, Biological, Radiological, Nuclear and Explosive (CBRNE) Haz Mat teams. Chief Bivins advised that this proposal has been designed to address gaps between current capabilities and those required for effective, cost-effective and safe responses to these types of incidents.

The proposed CBRNE Response Program is a partnership between the State Fire Marshal's Office, Department of Ecology, Department of Health, local response agencies and the private sector. The proposed program builds on existing Haz Mat teams and bomb squads to create a network of fully trained and equipped CBRNE response teams that operate with standardized training, equipment and procedures.

Following Chief Bivins' presentation, T.J. advised that formal action to endorse this program will be taken at the Policy Board's regular meeting in November.

Review

Following review of the proposed 2007 meeting schedule, T.J. requested that Ellen make the necessary contacts to determine if the GA Auditorium is available on alternate days. Ellen will prepare a revised schedule of proposed meeting dates, based on the availability of the Auditorium, or other meeting rooms which may be available.

It was agreed that the Calendar of Events be expanded to include major fire service meetings, conferences and events that the Board should be aware of. Ellen will continue to add the dates for these events as they become known.

Other Business ~

Mike asked that if any Policy Board members are able to attend the Recruit Graduation on November 3, at the Fire Training Academy that they let him know ahead of time so he can prepare seating arrangements and introductions.

Legislative Priorities ~ Following discussion it was agreed that the following issues be forwarded to the Washington State Fire Service Leadership Forum as the Policy Board's 2007 legislative priorities:

FTA Funding

Regional Haz Mat Teams

Firefighter Health & Safety

Proposed Legislation ~ Following discussion on proposed legislation relating to Volunteer Emergency Worker Immunity, the Fire Protection Policy Board voiced support of the proposed legislation. On behalf of the Washington State Firefighters Association, T.J. Nedrow advised that the WSFFA is also in support of the proposed legislation.

T.J. distributed a copy of a newsletter highlighting various novelty lighters, and the related fire safety concerns. Mike Matlick advised that in January he will be meeting with the State Fire Marshals from Oregon and Idaho, and they would discuss this issue as a tri-state group.

T.J. advised that he will continue to work on drafting by-laws for the Board's review and adoption in 2007.

Jennifer Gregerson agreed to take the lead in developing the Board's Annual Report for 2007. Further discussion will be held on the format and information contained in the report.

Meeting adjourned at approximately 2:15

Agenda/Action Items for Next Meeting:

2007 Schedule

2007 Legislative Priorities

Endorsement of CBRNE Response Plan

Approval of SFDC Chair and Vice-Chair Selections

Regional Funding

FPB Organizational Overview

Approval of Training and Education Committee Vice Chair

NEXT MEETING

November 29, 2006 – 9:00 AM

General Administration Building - Olympia

Approved:

T.J. Nedrow, FPPB Chair

(Date)